

### **DRIVER'S LICENSE BASIC INFORMATION**

- To drive in Kentucky, students must have a valid driver's license.
- According to Kentucky law, all non-U.S. citizens may drive in the state on their valid foreign license and International Permit for up to one year from the date of admission into the U.S. provided their home country is part of the Foreign License Reciprocity.
- If you are from a non-Foreign License Reciprocity Country, you must obtain a Kentucky license within 30 days to drive in Kentucky.

### **HOW TO APPLY FOR A KENTUCKY DRIVER'S LICENSE, PERMIT, OR ID CARD**

- If you do not have your Social Security Number, follow these steps. If you DO have a SSN, skip to "driver's test appointment."
  - You must contact ISP ([isp@lindsey.edu](mailto:isp@lindsey.edu)) to obtain a "denial letter."
  - If you live in Columbia, KY, you need to mail the following documents to the SS office in Campbellsville (101 Hiestand Farm Rd., Campbellsville, KY, 42718)
    - Denial Letter
    - Unexpired passport and visa (copies)
    - Form I-20 (make sure you have the most current one-check the next session date!)
    - Form I-94 (you may obtain this online at <https://i94.cbp.dhs.gov/I94/#/home>; choose the second column: "Get most recent I-94")
  - The SS office will review this information and provide you with an ineligibility letter.
  - Once you receive your ineligibility letter from the Social Security Office mailed back to you, you may set up an appointment.

### **DRIVER'S TEST APPOINTMENT**

- Make an appointment via [kentuckystatepolice.org](http://kentuckystatepolice.org)
- Arrive at the KYTC (KY Transportation Cabinet) Division of Drivers Licensing Field Office in Columbia 30 minutes prior to appointment time for an immigration verification.
  - 363 Office Park Drive (Gateway Centre)
  - 270-290-6105
  - Office Hours: Monday -Friday 8:00 am – 3:40 PM CST
- Bring money for the fee. The fee for Non-US Citizens is \$30.00.
- After the immigration verification, you will proceed to take your vision and written test.
- Bring the following documents with you:
  - Ineligibility Letter or Social Security Card
  - Passport and visa
  - Form I-20 (Make sure you have the most current one- check the next session date!)
  - Form I-94 (You may obtain this online at <https://i94.cbp.dhs.gov/I94/#/home>)
  - TC 94-159 (USCIS school compliance letter, contact ISP for this form)
  - TC 94-152 (<https://drive.ky.gov/driver-licensing/Pages/Non-US-Citizens.aspx>)
  - Address verification (this can be an envelope or a package that was mailed to you at 210 Lindsey Wilson Street, utility bill, housing agreement (lease), bank statement, or any other bill that shows your current address or postmarked envelope or package- less than 30 days old!)

## AGE RESTRICTIONS

- 18 - 20
  - Anyone under 21 but over the age of 18 will have to take the written test, you will then get your “learner’s permit” for 6 months.
  - You are only allowed to drive with a licensed driver over the age of 21 during this time.
  - After 6 months, contact the KYTC Driver Licensing Regional Office to make an appointment for a road test.
  - Arrive in a car with an approved driver, insurance on the vehicle plus your permit.
- 21 AND OLDER
  - If you are over the age of 21, you will receive a “learner’s permit” for 30 days, after taking the written and vision test.
  - You are only allowed to drive with a licensed driver over the age of 21 during this time.
  - After 30 days, contact the KYTC Driver Licensing Regional Office to make an appointment for a road test.
  - Arrive in a car with an approved driver, insurance on the vehicle plus your permit.
- FOREIGN DRIVER’S LICENSE
  - Complete the “translation for driver’s license” form by having your driver’s license translated preferably by another person who speaks your language.
  - Make an appointment with our HR department to get the signature notarized (don’t sign before you meet with a HR representative).
  - Bring your identification.
  - Follow instructions listed above to get your immigration verification, written, vision and road test scheduled.
- TRANSFER STUDENTS
  - If you are a transfer student and possess a driver's license from a different U.S. state, you will have to take form TC-152 and TC 94-159 (issued by the ISP office) and follow the above instructions.
  - You will not have to take your written, vision or road test.